

SPOONER MEMORIAL LIBRARY

Board of Trustees Meeting
421 High Street, Spooner, WI
December 19, 2023 at 5:00 PM
AGENDA

A. CALL TO ORDER –

B. ROLL CALL –

C. APPROVAL OF PREVIOUS MINUTES –

D. APPROVAL OF MONTHLY VOUCHERS – Update voucher #185 to read \$5,315.78 instead of \$3,260.47.

E. PUBLIC COMMENT –

F. OLD BUSINESS –

1. The Board and Director will devote 5 minutes to futuristic thinking per the Strategic Plan
2. Library Addition
 - a. Schematic design overview
 - b. Campaign case statement
3. Community Survey
 - a. Presentation and next steps

G. NEW BUSINESS –

1. Update to Employee Handbook – change 600 hours to 1200 hours per Wisconsin Retirement Eligibility Criteria
 - a. Section 5, G: Retirement
 - b. Section 5, H: Life Insurance
2. Request to move February meeting date to the week prior (Thursday, February 22nd) so the Board can approve the Annual Report before the deadline

H. LIBRARIAN'S REPORT –

1. Director's Report
 - a. Statistics
 - b. Outreach updates
 - c. Events and programs
2. Other reports

J. FINANCIAL REPORT –

2023: **TOTAL EXPENDITURES FOR 2023 = \$ 374,484.75**

TOTAL REVENUE FOR 2023 = \$ 465,741.14

REPLACEMENTS = \$ 518.99

LIBRARY DONATIONS= \$ 10,617.48

LIBRARY DONATIONS RESTRICTED = \$ 12,107.44

GRANTS = \$ 32,817.99

COUNTY CONTRIBUTIONS = \$ 216,576.93

GENERAL PROPERTY TAXES = \$ 190,000.00

INTEREST OTHER SOURCES = \$ 2,052.31

CAPITAL OUTLAY REVENUE = \$1,050.00

MISCELLANEOUS REVENUE = \$57.88

SAVING ACCOUNT BALANCES (updated 10/19/23)

LIBRARY SPECIAL BUILDING FUND: \$ 50,279.77

LIBRARY SAVINGS: \$6,966.34

LIBRARY UNDESIGNATED FUNDS: \$ 82,980.91

CARRYOVER RESTRICTED DONATION: \$ 1,000.00

J. NEXT MEETING – February 22, 2024 at 5:00 PM

K. ADJOURN